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Supply



TAGGING AND LABELING MATERIEL

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive (AFPD) 23-2, *Supplies and Materiel Management*. It establishes the procedures and assigns the responsibilities for use of Department of Defense (DoD) materiel condition code tags on items turned in to the storage and reclamation accounts, reclaimed items, and project excesses processed in AMARC. It applies to the Aircraft Management (LA) and the Logistics (LG) Directorates

SUMMARY OF CHANGES. Reflects the office symbol and responsibility changes from realignment and changed business practices. Updates and corrects style and formatting. Changed paragraphs and attachments are indicated with an *(asterisk).

RESPONSIBILITIES AND PROCEDURES:

1. Process In (LAI), Process Out (LAO) and Specialist Support (LAS) Divisions will, in accordance with (IAW) AMARCI 21-119, *The Receipt/Processing-In of Aerospace Vehicles and Related Storage Assets*:

- 1.1. Identify, condition inspect and appropriately tag all items removed from aircraft.
- 1.2. Forward storage items to the Logistics Support Division (LGL), Special Assets/Storage Branch (LGLM).
- 1.3. Attach a hand receipt to classified and sensitive (controlled) items as the property is removed from aircraft and then deliver the classified/controlled item to Supply Division, Storage/Distribution Branch (LGSD) for storage in the vault.
- 1.4. Turn in property found "not accountable to aircraft" to LGSD for supply processing.

1.5. Coordinate with the Financial Services Division (FMF), before transferring the scrap directly to Defense Reutilization and Marketing Division (DRMO) IAW AFMAN 23-110, Part Thirteen, *Standard Base Supply Customer's Procedures*.

2. Reclamation Division, Non-Destructive Inspection (NDI) Branch (LARI) or LAS branches, when processing reclamation items, will:

2.1. Determine the property condition code and affix the appropriate material condition tag, IAW the tables at attachment 1. Tag Navy/Marine customer items and Defense Logistics Agency (DLA) managed items for shipment to Navy/Marine activities (ship-to-address account code starts with N, R, Q, V, or M) according to table A1.2 when Master Scheduling Branch (LAAS) has indicated "Navy/Marine ship-to" on the work order.

2.2. Ensure that all condition code A, R, E, and F items are dual-tagged. Verify tag entries for items, comparing the national stock number (NSN), part number, quantity and condition. Use the M or N stamps on the condition tags in the inspector's block IAW AMARCI 21-117, *Stamp Control and Accountability*.

2.3. Notify the initiator to correct the discrepancies and affix the appropriate materiel condition code tag, if the item is not properly tagged or labeled.

2.4. Process priority and routine reclamation items and update the asset visibility records in the reclamation account for each item. Ensure the document number is properly annotated.

3. LGLM will:

3.1. Ensure that all condition code A, R, E, and F items are dual-tagged. Verify tag entries for items, comparing the national stock number (NSN), part number, quantity and condition.

3.2. Notify initiator to correctly identify and affix the appropriate materiel condition code tag, if the item is not properly tagged or labeled.

3.3. Process items removed from aircraft into storage. Process the update to the asset visibility records in the storage account for each item.

3.4. Return copy 1 of the AMARC Form 22, **Components/Items Missing and/or Removed from Aircraft** LAI or LAO as appropriate.

3.5. Transfer items to the Packaging Branch (LGLP) or Woodmill Branch (LGLW), if packaging or preservation is required.

4. LGLP or LGLW will:

4.1. Perform required packaging and preservation treatment prior to storage or shipment. Coordinate with LGLM or LARI, as appropriate, to make appropriate tags if the property requires additional identification.

4.2. Ensure property is properly tagged and storage containers are properly marked, labeled or stenciled on the outside if repackaging is required.

4.3. When no customer requirement exists, LGLW packages all large items that are stored outside.

OFFICIAL

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Attachment 1

TAGGING AND LABELING DECISION LOGIC TABLES

Table A1.1. DLA, Coast Guard, Air Force and Army Property Condition Codes, Tags and Labels. Refer to AFMAN 23-110, Volume I, USAF Supply Manual, Part One, chapter 4.

IF THE MATERIEL IS CONDITION:		Code A	Code R	Code F	Code H
THEN USE COLOR TAG:		Yellow	Brown	Green	Red
	DD Form number	1574	1575	1577-2	1577
	DD Label number	1574-1	1575-1	1577-3	1577-1
AND RULE:					
1	Serviceable	X			
2	Suspended (reclaimed items waiting condition determination)	X			
3	Unserviceable (reparable)			X	
4	Unserviceable (condemned)				X

Stamp in authority block - AMARC Item Not Bench Checked.

Table A1.2. Navy Condition Codes, Tags and Labels. Refer to Interservice Support Agreement.

IF THE MATERIEL IS CONDITION:		Code A	Code F	Code E	Code H
THEN USE COLOR TAG:		Yellow	Green	Green	Red
	DD Form Number	1574	1577-2	1577-2	1577-1
	DD Label Number	1574-1	1577-3	1577-3	1577-1
AND RULE	FOR:	COND CODE	THEN:		
1	Serviceable	A	X		
2	Serviceable Test/MOD Required at Destination – Consumable	R		X	
3	Serviceable Test/MOD Required at Destination – Investment	R	X		
4	Unserviceable (Reparable) – Consumable	F		X	
5	Unserviceable (Reparable) – Investment	F	X		
6	Unserviceable (Condemned)	H			X

Attachment 2

AMARC CONDITION TAG ENTRIES

Table A2.1. Serviceable Tag – Materiel, DD Form 1574 (Yellow Tag).

BLOCK TITLE	ENTRY	NOTE
SERIAL NUMBER/LOT NUMBER	Or Manufacture Date	1
INSPECTION ACTIVITY	FB2373 AMARC stamp, Expiration Date	1
CONTRACT OR PURCHASE ORDER NO.	Document Number (less FB2373)	
REMARKS	Production Control Number (PCN) or Project DRAINED stamp when applicable	
REVERSE SIDE	DATE INSPECTED, MAINTENANCE INSPECTION	2

NOTE 1. LAI/LAO/LAS personnel required entries.

NOTE 2. "M" stamp will be entered on reverse side of tag with date.

Table A2.2. Suspended (Test/Modification) Tag – Materiel, DD Form 1575 (Brown Tag).

BLOCK TITLE	ENTRY
INSPECTION ACTIVITY	FB2373 AMARC stamp and Date
REASON OR AUTHORITY	AMARC ITEM NOT BENCH CHECKED stamp
CONTRACT OR PURCHASE ORDER NO.	Document Number (less FB2373)
REMARKS	PCN or Project Number
REVERSE SIDE	DATE INSPECTED & MAINTENANCE INSPECTION stamps for priority reclamation

Table A2.3. Unserviceable (Reparable) Tag – Materiel, DD Form 1577-2 (Green Tag)

BLOCK TITLE	ENTRY	NOTE
INSPECTION ACTIVITY	FB2373 AMARC stamp	
REASON FOR REPARABLE CONDITION		
CONTRACT OR PURCHASE ORDER NO.	Document Number (less FB2373)	
REMARKS	PCN or Project, Stamp DATE INSPECTED & MAINTENANCE SAMPLING INSPECTION	

NOTE. Required by Egress/Armament Branch (LASG) only

Table A2.4. Unserviceable (Condemned) Tag – Materiel, DD Form 1577 (Red Tag).

BLOCK TITLE	ENTRY
INSPECTION ACTIVITY	FB2373 AMARC stamp
INSPECTOR’S NAME OR STAMP AND DATE	Stamp MAINTENANCE INSPECTION & DATE INSPECTED
REMARKS	Reclamation Residue – if applicable